Children's Mental Health Waiver

Family Care Coordinator Procedure for: Training re: Protections from Abuse, Neglect and Exploitation

Implementation Date: 7/1/06

Revision Date: 9/1/07

Overview

It is a requirement of the Children's Mental Health Waiver program to provide training and information to youth and families concerning protections from abuse, neglect, and exploitation. It is the responsibility of the Family Care Coordinator to facilitate and complete this training with the youth and a parent/guardian or designated member of his/her family within the first three months of waiver services.

The Family Care Coordinator Primer on Child Protection was developed as a reference tool to share information relating to child abuse/neglect and investigation processes. This document and information is not meant to be used to facilitate the abuse/neglect training required by the waiver program. The abuse/neglect training should focus on the youth being served utilizing the age appropriate training guides provided by the waiver program. The purpose of the training is to provide an opportunity for discussion in hopes of opening the lines of communication if youth encounters situations they are uncomfortable with.

Waiver Provider Roles and Responsibilities

Family Care Coordinator will:

- Facilitate youth and family training on protections from abuse, neglect, and exploitation.
 - Schedule time with youth and parent/guardian or designated family member.
 - Select and utilize the age appropriate "You are Important" training guide to facilitate the discussion and information sharing.
 - Young Children (FCC-12)
 - Pre-teens (FCC-13)
 - Adolescents (FCC-14)
 - Share local resource contact information located at the back of the Family Care Coordinator Primer.
- Complete documentation of training form (FCC-15) to show requirement has been met.
 - The form will be reviewed and signed by:
 - Youth
 - Parent/Guardian or designed participating family member
 - Family Care Coordinator
 - Maintain the original document in the youth's waiver file.
- Submit copy of completed training form to Waiver Program upon completion of training.
- Understand role to assist and make referrals to appropriate, available community resources upon request of the youth, family, and/or those who support the family's efforts.
- Implement waiver procedures re: incident reporting as identified.